

CONFIDENTIAL*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Executive for A&M

DATE: 14 July 1948

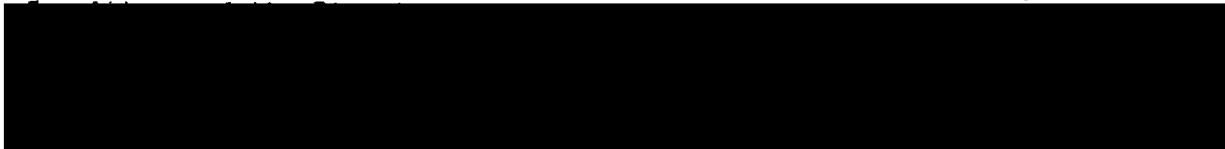
FROM : Chief, Budget & Finance Branch

SUBJECT: A&M Operating Procedure Number 2 (Draft Attached)

In reviewing the attached instruction it is noted that it is almost the same as A&M Operating Procedure No. 1 except that it does not authorize expenditures for "official entertainment" and "other operational expenses when properly justified in each case." After eliminating the above two items the instruction contains identical provisions as A&M Operating Procedure No. 1 except that the phrase "necessitated by the dual requirements of security and operational expediency" has been deleted from the first sentence of Paragraph I, and the phrase "they may not be used for administrative convenience" has been inserted in the third sentence of Paragraph III, 3.

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It is our understanding that it was the intent of the Projects Review



the phrase "necessitated by the dual requirements of security and operational expediency" be inserted in Paragraph I and that the phrase "they may not be used for administrative convenience" be deleted from Paragraph III, 3, in order to make the instruction consistent, insofar as applicable, to A&M Operating Procedure Number 1. We have no particular objections to the elimination or insertion of the above phrases as such, but believe that there is an administrative advantage in keeping the instructions identical insofar as applicable.

We note that there are several minor errors and omissions on the samples, and have made appropriate corrections on the attached draft.

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E. R. SAUNDERS
Chief, Budget & Finance Branch

Concur
W.S.
15 July

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